

Board of Selectmen
Minutes April 17, 2012

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman
Jeff Bryan
Jane Byrne
Michael Hubbard
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Overtime was 4.5 hours in the fire department, 10 hours in the police department, and 7 hours in the highway department this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Bryan made a motion, 2nd by Hubbard to approve the public minutes of 4/10/12. Bryan, Hubbard, Christiansen and Byrne were in favor. Artimovich abstained as he was not present.

Hubbard made a motion, 2nd by Bryan to approve the nonpublic minutes of 4/10/12. Bryan, Hubbard, Christiansen and Byrne were in favor. Artimovich abstained as he was not present.

Wayne Robinson and Richard Murphy cannot make the 4/24/12 department head meeting. The meeting will be rescheduled for 5/1/12.

The tenant at 318 Rte. 125 (Pug place) complained that there is hazardous material in her backyard. The property owner had the roof replaced and left all of the construction material with mold in the back yard. She said he is refusing to remove it. Bryan said that would not be considered hazmat because asphalt is ground up and used on the roadways. The board agreed that this is a civil matter.

There is \$1433.51 outstanding in accounts receivable for 2009 special duty details. Bryan made a motion, 2nd by Hubbard to write off \$1433.51 as uncollectable. All were in favor.

Artimovich stated that the fire department was awarded a grant from Homeland Security for 50% of the cost of the radios and pagers that the department needs. Artimovich said the unused portion of the warrant article will be used to offset taxes.

Byrne made a motion, 2nd by Christiansen for Artimovich to sign the risk questionnaire for Plodzik and Sanderson. All were in favor.

In the auditor's report, there is a note that the long term costs of retirement health care and obligations for other postemployment benefits in governmental activities are not recorded. The auditors suggested using GASB45help.com to come into compliance. The cost is estimated at \$2500. Clement will make a note for budget consideration for 2013 to come into compliance by the end of that fiscal year.

Board of Selectmen
Minutes April 17, 2012

Building Inspector Gil Tuck was in to have the following permits signed:

- John Surette, 136 Crawley Falls Road, solarium: signed by Board
- Metro PCS, 252 Rte. 27, 50 amp circuit on cell tower: signed by Board
- Frank Albert and Sheryl Poole, 3 Mink Run, swimming pool: signed by Board
- Ron Edminston, 10 Shannon Way, garage and breezeway: signed by Board
- Roger Coughlin, 31 Prescott Road, replacing back steps: signed by Board.

Robinson said he went by and spoke to Leclerc over the weekend. He said the liquid in the canisters is dry and was dye for woodchips. Leclerc is cutting down some dead trees but they are not near the property line. The area on the property that is wet is water from his well; he will loom it and plant some flowers. Robinson said Leclerc was not doing anything wrong at this time.

Christiansen made a motion, 2nd by Hubbard to sign an intent to excavate for Brentwood Distribution. All were in favor.

Robinson said everyone in the department will be attending the services for Chief Maloney. He said that Fremont will be covering town and asked if the officers that were scheduled to be on patrol should use earned time or if they could be paid for regular time. Hubbard asked the Chief what his recommendation was. Robinson said they should be paid at regular rate. Hubbard made a motion, 2nd by Christiansen to pay the officers regular rate to attend the services. All were in favor.

John Bell is paving 2 roads in Exeter and needs to pick up the material on Pine Road. Bell is requesting the Town's permission to use Pickpocket Road as it is a no thru trucking road. Exeter is allowing Bell access to their portion. Byrne said in the spirit of cooperation, the Board will allow Bell to use Pickpocket Road on a temporary basis.

Robinson said that the \$250,000 warrant article will cover the cost of the work on Peabody Drive. They saved money by narrowing the roadway and they did not need as much gravel as anticipated.

Robinson and Duane went to the operator certification class in Concord. Duane said that waste oil is illegal and the state will be doing inspections. The waste oil needs to be in a container system stored indoors. Duane asked if they could use the scrap metal money to help them come into compliance with all regulations. Bryan said that was changed 3 years ago per the auditor's recommendation. Byrne asked Robinson to bring the board an itemized budget with a compliance date and they will discuss it at another meeting.

Jane de Colgyll was present from LGC for training on effective communication. De Colgyll discussed the elements of communication, active listening skills, and barriers to communication. Artimovich said that the Right to Know Law hinders the board's communication as the board meets weekly. E-mail can only be used for one way communication amongst the members. De Colgyll asked how problems are addressed when they are brought to the board's attention. Hubbard said a lot of issues are skirted and not dealt with at the core. De Colgyll said it is easier to avoid. Hubbard said this all stemmed from perceptions. There may be incompetency at the supervisory level and then the employees become disappointed because the supervisor is not responding to their needs; and the department heads feel as though the BOS is not responding to their needs. Artimovich said the flow of information does not always get relayed

Board of Selectmen
Minutes April 17, 2012

clearly from the board, to the department heads, and then to the employees. De Colgyll asked if the board had any thoughts on how that could be improved. Bryan said the board has been working on the handbook and implemented a new evaluation form. The problem is that is not always perceived by the employees as the right thing to do. Christiansen said each department's SOP's should be integrated with the employee handbook so that all policies are consistent. Hubbard said if there are policies in place and the board is inconsistent with the enforcement, it gives the appearance that the policy was not important. Wynette Degroot from LGC arrives at this time. Degroot said that the board needs to hold everyone accountable, document, and follow through. They need to maintain clear and consistent. De Colgyll handed out a tip sheet for effective communication which she would recommend going over with the all employees.

Degroot asked where the board wanted to go from here. The board would like to have a legal session on dealing with all employees and right to know. Clement will send out an email to the surrounding towns to see if there would be any interest in a regional training and will coordinate that with Degroot moving forward.

A motion was made by Hubbard and seconded by Bryan to go into nonpublic session per RSA 91-A:3, II(a) to discuss employee matters. Hubbard, Christiansen, Artimovich, Byrne and Bryan were in favor.

After a brief discussion Bryan made a motion, seconded by Artimovich, to come out of nonpublic session and seal the minutes. Artimovich, Hubbard, Christiansen, Byrne and Bryan were in favor.

Motion to adjourn at 8:45 pm made by Bryan, 2nd by Hubbard; all were in favor.

Respectfully submitted,

Karen Clement

Board of Selectmen
Minutes April 17, 2012

		WEEKLY TREASURER'S REPORT			
Date:	April 17, 2012				
Citizens General Fund:					
	Previous Balance:		9,473.92		
	Deposits:		20,980.46		
	Payroll:		12,979.53	DD: 6630.71	CK: 6348.82
	FICA:		3,082.88		
	A/P: Regular		7,269.90		
	Non A/P				
	to Impact Fees				
	From MMA				
	TO MMA				
	Account Balance:		7,122.07		
	Interest Earned YTD:		16.73		
CD's:	Unrestricted Balance:		-		
MMA:	Unrestricted Balance:		1,664,423.88		
	Total Invested Funds:		1,664,423.88		
	Interest Earned YTD:		317.76		